

**Alamo Area Council of Governments
Criminal Justice Advisory Committee Meeting
May 8, 2024 – 1:30 pm
AACOG Titan 2700 NE Loop 410, San Antonio TX 78217
San Antonio Room**

MEMBERS PRESENT:

1. Ms. Hattie Allen
2. Ms. Lisa Brothers
3. Judge Rochelle Camacho
4. Dr. David Carrothers
5. Dr. Allen Castro
6. Mr. Mike Davis
7. Chief Henry Dominguez
8. Chief Linette Dury
9. Ms. Vickie Ernst and Ms. Jennifer Forbes
10. Mr. Robert Saenz for Ms. Andrea Goff-Fontanes
11. Chief Matthew Haynie
12. Lt. Mary Krebs
13. Ms. Monica Torres for Ms. Jelynn LeBlanc Jamison
14. Ms. Rosa Lavender
15. Ms. Abigail Moore
16. Deputy Chief Armando Olguin
17. Ms. Melissa Padron
18. Captain Jerry Rios
19. Mr. Jeffrey McLaughlin for Captain Michael Starnes
20. Ms. Eladia Torres
21. Ms. Brenda Trevino
22. Ms. Amber Palmer for Ms. Samantha Wohler
23. Ms. Cynthia Takajasi for Mr. Renan Zambrano
24. Sheriff Emmett Shelton for Chief Lewis Lem
25. Sgt. Corey Delgado

MEMBERS ABSENT:

1. Ms. Nicole Bishop
2. Captain Danny Bowermaster
3. D.A. Joe Gonzalez
4. Deputy Robert Guerrero
5. Sheriff Buddy Mills
6. Major Matthew Miller
7. Chief Deputy Joshua Ray
8. Chief Deputy Gilbert Rodriguez

STAFF PRESENT:

1. Ms. Marcela Medina, Public Safety Manager
 2. Ms. Laura Richardson, Public Safety Specialist
 3. Mr. Justin Monarez, Homeland Security/Criminal Justice Coordinator
 4. Ms. Cami Goldspink, Criminal Justice Planner
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1. Meeting was called to order at 1:35 by Ms. Hattie Allen - Chair.
2. Roll Call was taken by Ms. Laura Richardson and a quorum was established.

3. **Public Comments:**

There were no public comments.

4. **Consider and act upon approval of the April 15th, 2024, Minutes.**

A motion was made by **Chief Linette Dury** and seconded by **Ms. Rosa Lavender** to accept the above minutes.

All Approved, Motion Carried.

5. **Consider and act upon approval of the April 16th, 2024, Minutes.**

A motion was made by **Dr. David Carrothers** and seconded by **Chief Linette Dury** to accept the above minutes.

All Approved, Motion Carried.

6. **Program Updates**

A. **Scoring Process Review**

NextZen portal system recommended changes for next year-

1. Numbering feature on the dashboard so the reviewers see the applications in the same order as they are on the agenda and in eGrants batch list.
2. Allowing multiple roles per email address.
3. iPads in the boardroom use Safari as their web browser so we are seeking a feature to allow NextZen to work well with any browser.
4. Information not saving after hitting submit multiple times. This was likely a clear browsing data issue.
5. Requesting an editing option for the COI for those that may select a COI but determine at the meeting no COI exists so this can be changed/updated prior to scoring.
6. Final export of data not going in rank order.
7. It was noted that it was nice having all the new projects first.
8. It helped to be able to edit a submitted form.
9. We will investigate providing a grant writing/training workshop in addition to regular Grant Workshop.
10. There was discussion to look at changing the caps for VAWA and JJDP.

Recommending summer subcommittee to review bylaws and guidelines

Staff will come up with some dates and will send out an email to volunteer for this. There have been a few people who agreed already.

B. **Program Report.**

County disposition review/update

9 of the 13 AACOG regional counties adult percentages have fallen below the required 90% completeness for case disposition. Not meeting the 90% could potentially impact current and future funding for entities within the counties that are below their completeness percentages. AACOG staff will be sending the report to the county judges.

C. Upcoming eGrants Applicant Trainings by OOG (June 2024) and AACOG Staff (November 2024).

The OOG is holding an eGrants tab by tab training for applicant in July 2024

It is extremely helpful to understand from an applicant's perspective how to apply for and manage the grants after they are awarded.

| Location | Address | Date | Class Time |
|----------------|--|-------------------------|---|
| Titan Building | 2700 NE Loop 410, Suite 101 San Antonio TX 78217 | Tuesday July 30, 2024 | 8 A.M. - 5 P.M. (includes 1-hour lunch break) |
| | | Wednesday July 31, 2024 | |
| | | Thursday August 1, 2024 | |

AACOG Staff Training/workshops Considering a possible extra training either at the end of the workshops for attendees to stay and receive some HOW TO tips on filling out the eGrants application versus the AACOG grant summary form in Nextzen. This would be an effort to help grant applicants submit well written grants and give the CJAC well written grants to review and score.

7. Discussion and appropriate action on membership items:

1. Nominating **Amanda Jennings** as new 1st alternate for Chief Matthew Haynie for Bandera County.

A motion was made by **Chief Henry Dominguez** and seconded by **Dr. Allen Castro** to accept the above membership items.

Majority Approved, 1 Abstained. Motion Carried

8. Discussion and appropriate action on calendar items:

Applicant workshop-date changes determined by program discussion above.

9. Announcements

None

10. Items to be placed on the next meeting's agenda.

None

11. Next meeting date: Wednesday September 11, 2024 - at 1:30pm.

12. Adjournment

A motion was made by **Chief Linette Dury** and seconded by **Ms. Vickie Ernst** to adjourn.

All Approved, the motion carried. The meeting was adjourned at 2:20 PM.